

**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 5**

IN THE MATTER OF:

**Tembec BTL SR
2112 Sylvan Ave
Toledo, Ohio 43606**

ATTENTION:

**James Bennett
Plant Manager, Plant Engineer**

Request to Provide Information Pursuant to the Clean Air Act

The U.S. Environmental Protection Agency is requiring Tembec BTL SR (Tembec or You) to submit certain information about the facility at 2112 Sylvan Ave, Toledo, Ohio (the Facility). Appendix A provides the instructions needed to answer this information request, including instructions for electronic submissions. Appendix B specifies the information that you must submit. You must send this information to us within 30 calendar days after you receive this request.

We are issuing this information request under Section 114(a) of the Clean Air Act (the CAA), 42 U.S.C. § 7414(a). Section 114(a) authorizes the Administrator of EPA to require the submission of information. The Administrator has delegated this authority to the Director of the Air and Radiation Division, Region 5.

Tembec owns and operates an emission source at the Toledo, Ohio facility. We are requesting this information to determine whether your emission source is complying with the Ohio State Implementation Plan and the NESHAP for Manufacture of Amino/Phenolic Resins (40 C.F.R. 63 Subpart OOO).

Tembec must send all required information to:

Attn: Compliance Tracker, AE-18J
Air Enforcement and Compliance Assurance Branch
U.S. Environmental Protection Agency
Region 5
77 W. Jackson Boulevard
Chicago, Illinois 60604

and to:

Jillian Rountree
Office of Regional Counsel, C-14J
U.S. Environmental Protection Agency
Region 5
77 W. Jackson Boulevard
Chicago, Illinois 60604
rountree.jillian@epa.gov

Tembec must submit all required information under an authorized signature with the following certification:

I certify under penalty of law that I have examined and am familiar with the information in the enclosed documents, including all attachments. Based on my inquiry of those individuals with primary responsibility for obtaining the information, I certify that the statements and information are, to the best of my knowledge and belief, true and complete. I am aware that there are significant penalties for knowingly submitting false statements and information, including the possibility of fines or imprisonment pursuant to Section 113(c)(2) of the Clean Air Act and 18 U.S.C. §§ 1001 and 1341.

As explained more fully in Appendix C, you may assert a claim of business confidentiality under 40 C.F.R. Part 2, Subpart B for any part of the information you submit to us. Information subject to a business confidentiality claim is available to the public only to the extent, and by means of the procedures, set forth at 40 C.F.R. Part 2, Subpart B. If you do not assert a business confidentiality claim when you submit the information, EPA may make this information available to the public without further notice. You should be aware, moreover, that pursuant to Section 114(c) of the CAA and 40 C.F.R. § 2.301(a) and (f), emission data, standards and limitations are not entitled to confidential treatment and shall be made available to the public

notwithstanding any assertion of a business confidentiality claim. Appendix C provides additional information regarding the meaning and scope of the term "emission data."

This information request is not subject to the Paperwork Reduction Act, 44 U.S.C. § 3501 *et seq.*, because it seeks collection of information from specific individuals or entities as part of an administrative action or investigation.

We may use any information submitted in response to this request in an administrative, civil, or criminal action.

Failure to comply fully with this information request may subject Tembec to an enforcement action under Section 113 of the CAA, 42 U.S.C. § 7413.

You should direct any questions about this information request to Muhammed Shuaibi at (312) 353-2075 or shuaibi.muhammed@epa.gov.

Date

11/8/18

Edward Nam

Director

Air and Radiation Division

Appendix A

When providing the information requested in Appendix B, use the following instructions and definitions.

Instructions

1. Provide a separate narrative response to each question and subpart of a question set forth in Appendix B.
2. Precede each answer with the number of the question to which it corresponds and, at the end of each answer, identify the person(s) who provided information used or considered in responding to that question, as well as each person consulted in the preparation of that response.
3. Indicate on each document produced, or in some other reasonable manner, the number of the question to which it corresponds.
4. When a response is provided in the form of a number, specify the units of measure of the number in a precise manner.
5. Where information or documents necessary for a response are neither in your possession nor available to you, indicate in your response why the information or documents are not available or in your possession, and identify any source that either possesses or is likely to possess the documents or information.
6. If information not known or not available to you as of the date of submission later becomes known or available to you, you must supplement your response. Moreover, should you find at any time after the submission of your response that any portion of the submitted information is false or incorrect, you must notify EPA as soon as possible.

Electronic Submissions

To aid in our electronic recordkeeping efforts, we request that you provide all documents responsive to this information request in an electronic format according to paragraphs 1 through 6, below. These submissions are in lieu of hard copy.

1. Provide all responsive documents in Portable Document Format (PDF) or similar format, unless otherwise requested in specific questions. If the PDFs are scanned images, perform at least Optical Character Recognition (OCR) for "image over text" to allow the document to be searchable. Submitters providing secured PDFs should also provide unsecured versions for EPA use in repurposing text.
2. When specific questions request data in electronic spreadsheet form, provide the data and corresponding information in editable Excel or Lotus format, and not in image format. If Excel or Lotus formats are not available, then the format should allow for data to be used in calculations by a standard spreadsheet program such as Excel or Lotus.

3. Provide submission on physical media such as compact disk, flash drive, or other similar item.
4. Provide a table of contents for each compact disk or flash drive containing electronic documents submitted in response to our request so that each document can be accurately identified in relation to your response to a specific question. *We recommend the use of electronic file folders organized by question number.* In addition, each compact disk or flash drive should be labeled appropriately (e.g., Company Name, Disk 1 of 4 for Information Request Response, Date of Response).
5. Documents claimed as confidential business information (CBI) must be submitted on separate disks/drives apart from the non-confidential information. This will facilitate appropriate records management and appropriate handling and protection of the CBI. Please follow the instructions in Appendix C for designating information as CBI.
6. Certify that the attached files have been scanned for viruses and indicate what program was used.

Definitions

All terms used in this information request have their ordinary meaning unless such terms are defined in the CAA, 42 U.S.C. § 7401 *et seq.*, or National Emission Standards for Hazardous Air Pollutants for Polymers & Resins II at 40 C.F.R. Part 63, Subpart OOO.

1. The terms “document” and “documents” shall mean any object that records, stores, or presents information, and includes writings, memoranda, records, or information of any kind, formal or informal, whether wholly or partially handwritten or typed, whether in computer format, memory, or storage device, or in hardcopy, including any form or format of these. If in computer format or memory, each such document shall be provided in translation to a form useable and readable by EPA, with all necessary documentation and support. All documents in hard copy should also include attachments to or enclosures with any documents.
2. The term “in organic HAP service” means that a piece of equipment either contains or contacts a fluid (liquid or gas) that is at least 5 percent by weight of total organic HAPs, as determined according to the provisions of 40 C.F.R. § 63.180(d) (of subpart H).

Appendix B

Information You Are Required to Submit to EPA

Tembec BTL SR must submit the following information for its facility located at 2112 Sylvan Ave, Toledo, Ohio (the Facility), pursuant to Section 114(a) of the CAA, 42 U.S.C. § 7414(a):

1. Provide a copy of all CAA permit applications submitted to the Ohio Environmental Protection Agency (OEPA) for the Facility since January 2008.
2. Provide copies of all annual emissions reports submitted to OEPA for the Facility from 2013 to the present, and include:
 - a. A narrative describing the method used for the annual emissions calculations for each pollutant, including the basis of any emissions factors used;
 - b. Any documents outlining procedures for calculating annual emissions; and
 - c. Any Microsoft Excel spreadsheets containing calculations.
3. Provide copies of the Facility's most current process flow diagram(s) with the following information clearly labelled:
 - a. Emission units; and
 - b. Air pollution control equipment.
4. Provide a list of all emission tests conducted at the Facility for any reason, from January 2008 to the present, and provide copies of all emission test reports. Emission testing includes, but is not limited to, compliance testing, engineering testing, and testing for general information. Use the following guidelines for compiling the list and preparing copies of the emissions test reports:
 - a. **List:** Identify the emission unit, the control device, the date of the test, the federal or state regulation requiring the test (if applicable), the test method(s) used, the physical location of the sample collection points (e.g., before or after emission unit or air pollution control device), and the production rate at which the associated emission unit was operating during the test. For each test during which the emission unit was not operating at maximum design capacity, provide an explanation for why production was limited. Indicate whether the report was shared with OEPA.
 - b. **Copies:** Provide full emissions test reports, including the summary pages, the section describing the process parameters and production or processing rates at the time of the test, all test runs, and all calculations.
5. Provide the following information for Dryers P001, P002, and P003 from January 2013 to the present:
 - a. A general narrative of the process unit's operations including:

- i. Feed and exit material;
 - ii. Process vents and to where they are routed;
 - iii. Any additional emission points; and
 - iv. Corresponding control devices.
 - b. For the units' corresponding control devices, provide the following:
 - i. Records of the readings for all monitored operating parameters in an Excel Workbook or other compatible format, including the date and time of the readings, and the operating status of associated emission units;
 - ii. A list of the operating parameters and limits, which were established for regulatory compliance, the method used to establish the limits (please reference performance test, if applicable), and the effective date of these operating limits;
 - iii. The corrective action taken for each deviation from the operating range;
 - iv. The date and duration of each control device shutdown when the corresponding emission unit(s) were in operation, as well as the annual total (in hours) for each control device;
 - v. A narrative of how emissions routed to each control device are handled in the event of a control device shutdown and continued operation at their corresponding emission units;
 - vi. The calculated monthly emissions for each unit for volatile organic compounds (VOCs), particulate matter (PM), and total hazardous pollutants (HAPs). Provide an explanation for how the emissions were calculated.
 - c. An electronic spreadsheet containing total resource effectiveness (TRE) index value calculations for each unit, including:
 - i. An explanation as to how the stream compositions were determined; and
 - ii. Any documentation or performance tests utilized in making these calculations.
6. Provide the following information for Reactors P008, P009, P010, P011, and P012 from January 2013 to the present:
- a. A general narrative of the process unit's operations including:
 - i. Feed and exit material;
 - ii. Holding time;
 - iii. Process vents and to where they are routed;
 - iv. Any additional emission points; and
 - v. Corresponding control devices.

- b. For the units' corresponding control devices, provide the following:
- i. Records of the readings for all monitored operating parameters in an Excel Workbook or other compatible format, including the date and time of the readings, and the operating status of associated emission units;
 - ii. A list of the operating parameters and limits, which were established for regulatory compliance, the method used to establish the limits (please reference performance test as applicable), and the effective date of these operating limits;
 - iii. The corrective action taken for each deviation from the operating range;
 - iv. The date and duration of each control device shutdowns when the corresponding emission unit(s) were in operation, as well as the annual total (in hours) for each control device;
 - v. A narrative of how emissions routed to each control device are handled in the event of a control device shutdown and continued operation at their corresponding emission units;
 - vi. The calculated monthly emissions for each unit for volatile organic compounds (VOCs), particulate matter (PM), and total hazardous pollutants (HAPs). Provide an explanation for how the emissions were calculated.
- c. For each unit, provide an explanation of how the Facility demonstrates compliance with the standards established in 40 C.F.R. § 63.1406. Include any and all documentation/calculations used to demonstrate regulatory compliance.
7. Describe, in detail, the Facility's leak detection and repair (LDAR) program. Explain whether this program or what components of the program comply with 40 C.F.R. § 63 Subpart UU. For the Facility's LDAR program, provide the following:
- a. A list of all equipment in organic HAP service from January 2013 to the present, including any documentation and calculations used in making this determination;
 - b. A copy of the most recent leaking components monitoring log, which lists all components tested and the status of each component inspected during the monitoring period; and
 - c. To the extent that the Facility does not have an LDAR program or to the extent that any portion of the program does not comply with Subpart UU, explain why not. Provide any documentation and calculations used in making this determination.

Appendix C

Confidential Business and Personal Privacy Information

Assertion Requirements

You may assert a business confidentiality claim covering any parts of the information requested in the attached Appendix B, as provided in 40 C.F.R. § 2.203(b).

Emission data provided under Section 114 of the CAA, 42 U.S.C. § 7414, is not entitled to confidential treatment under 40 C.F.R. Part 2.

~~“Emission data” means, with reference to any source of emissions of any substance into the air:~~

Information necessary to determine the identity, amount, frequency, concentration or other characteristics (to the extent related to air quality) of any emission which has been emitted by the source (or of any pollutant resulting from any emission by the source), or any combination of the foregoing;

Information necessary to determine the identity, amount, frequency, concentration or other characteristics (to the extent related to air quality) of the emissions which, under an applicable standard or limitation, the source was authorized to emit (including to the extent necessary for such purposes, a description of the manner and rate of operation of the source); and

A general description of the location and/or nature of the source to the extent necessary to identify the source and to distinguish it from other sources (including, to the extent necessary for such purposes, a description of the device, installation, or operation constituting the source).

40 C.F.R. § 2.301(a)(2)(i)(A), (B), and (C).

To make a confidentiality claim, submit the requested information and indicate that you are making a claim of confidentiality. Any document for which you make a claim of confidentiality should be marked by attaching a cover sheet stamped or typed with a caption or other suitable form of notice to indicate the intent to claim confidentiality. The stamped or typed caption or other suitable form of notice should employ language such as “trade secret” or “proprietary” or “company confidential” and indicate a date, if any, when the information should no longer be treated as confidential. Information covered by such a claim will be disclosed by EPA only to the extent permitted and by means of the procedures set forth at Section 114(c) of the CAA and 40 C.F.R. Part 2. Allegedly confidential portions of otherwise non-confidential documents should be clearly identified. EPA will construe the failure to furnish a confidentiality claim with your response to the information request as a waiver of that claim, and the information may be made available to the public without further notice to you.

Determining Whether the Information Is Entitled to Confidential Treatment

All confidentiality claims are subject to EPA verification and must be made in accordance with 40 C.F.R. § 2.208, which provides in part that you must satisfactorily show: that you have taken reasonable measures to protect the confidentiality of the information and that you intend to continue to do so, that the information is not and has not been reasonably obtainable by legitimate means without your consent and that disclosure of the information is likely to cause substantial harm to your business's competitive position.

Pursuant to 40 C.F.R. Part 2, Subpart B, EPA may at any time send you a letter asking that you support your confidential business information (CBI) claim. If you receive such a letter, you must respond within the number of days specified by EPA. Failure to submit your comments within that time would be regarded as a waiver of your confidentiality claim or claims, and EPA may release the information. If you receive such a letter, EPA will ask you to specify which portions of the information you consider confidential by page, paragraph and sentence. Any information not specifically identified as subject to a confidentiality claim may be disclosed to the requestor without further notice to you. For each item or class of information that you identify as being CBI, EPA will ask that you answer the following questions, giving as much detail as possible:

1. For what period of time do you request that the information be maintained as confidential, e.g., until a certain date, until the occurrence of a special event or permanently? If the occurrence of a specific event will eliminate the need for confidentiality, please specify that event.
2. Information submitted to EPA becomes stale over time. Why should the information you claim as confidential be protected for the time period specified in your answer to question number 1?
3. What measures have you taken to protect the information claimed as confidential? Have you disclosed the information to anyone other than a governmental body or someone who is bound by an agreement not to disclose the information further? If so, why should the information still be considered confidential?
4. Is the information contained in any publicly available databases, promotional publications, annual reports or articles? Is there any means by which a member of the public could obtain access to the information? Is the information of a kind that you would customarily not release to the public?
5. Has any governmental body made a determination as to confidentiality of the information? If so, please attach a copy of the determination.
6. For each category of information claimed as confidential, explain with specificity why release of the information is likely to cause substantial harm to your competitive position. Explain the specific nature of those harmful effects, why they should be viewed as

substantial and the causal relationship between disclosure and such harmful effects. How could your competitors make use of this information to your detriment?

7. Do you assert that the information is submitted on a voluntary or a mandatory basis? Please explain the reason for your assertion. If you assert that the information is voluntarily submitted information, explain whether and why disclosure of the information would tend to lessen the availability to EPA of similar information in the future.
8. Is there any other information you deem relevant to EPA's determination regarding your claim of business confidentiality?

If you receive a request for a substantiation letter from the EPA, you bear the burden of substantiating your confidentiality claim. Conclusory allegations will be given little or no weight in the determination. In substantiating your CBI claim(s), you must bracket all text so claimed and mark it "CBI." Information so designated will be disclosed by EPA only to the extent allowed by and by means of the procedures set forth in 40 C.F.R. Part 2, Subpart B. If you fail to claim the information as confidential, it may be made available to the public without further notice to you.

Personal Privacy Information

Please segregate any personnel, medical and similar files from your responses and include that information on a separate sheet(s) marked as "Personal Privacy Information." Disclosure of such information to the general public may constitute an invasion of privacy.

CERTIFICATE OF MAILING

I certify that I sent a Request to Provide Information Pursuant to the Clean Air Act by
Certified Mail, Return Receipt Requested, to:

James Bennett, Plant Manager/Plant Engineer
Tembec BTL SR
2112 Sylvan Ave
Toledo, Ohio 43606


I also certify that I sent a copy of the Request to Provide Information Pursuant to the
Clean Air Act by E-mail to:

Robert Hodanbosi
Chief, Division of Air Pollution
bob.hodanbosi@ohio.epa.gov

and

Karen Granata
Administrator, Department of Environmental
Services
City of Toledo
karen.granata@toledo.oh.gov

On the 9th day of January, 2018.


Kathy Jones, Program Technician
AECAB, PAS

CERTIFIED MAIL RECEIPT NUMBER: 7009 16800007660 6882